

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

Agency: Deputy Mayor for Education (DME)
Requisition No.: RQ843828
Caption: UPSFF Interactive Modeling Calculator
Contractor: Augenblick, Palaich, and Associates (APA)

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701

2. Minimum Need:

The District of Columbia Office of Contracting and Procurement (OCP), on behalf of the Deputy Mayor for Education (“DME”), is seeking a Contractor to develop a UPSFF Interactive Modeling Calculator (IMC) in MS Excel software format to derive the Uniform Per Student Funding Formula (UPSFF or Formula) based on various scenarios of funding resources and costs. The Formula is used by the District to determine the annual appropriation of Local funds for the operation of the D.C. Public Schools (DCPS) and DC public charter schools on a uniform per student basis. The local appropriation takes into account the number of students, the grade level, and the programs in which they are enrolled.

The period of performance is expected to be for six (6) months from date of awarded.

3. Estimated Reasonable Cost:

The estimated fair and reasonable price of the contract for the expected shall not to exceed \$50,00.00.

4. Facts That Justify Sole Source:

During the course of the DC Education Adequacy Study contract, it became apparent that having ownership of an interactive tool that would allow DME to model various scenarios for implementation of the study recommendations, as well as modify underlying assumptions, costs and specifications of the UPSFF in future years would be beneficial. Given that the District will undertake an analysis of the UPSFF on a periodic basis, having this tool will greatly expand the District’s capacity to analyze the UPSFF without having to enter into additional contracts with outside vendors. The proposed contractor is the only entity capable of meeting the District’s minimum need during the proposed period of performance.

1. APA is the only source that has the requisite knowledge of the data and methodology from the DC Education Adequacy Study necessary to develop the tool in the required timeframe.
2. Augenblick, Palaich, and Associates (APA) is a subcontractor on the contract for the DC Education Adequacy Study and has provided adequate services. APA has developed DC-specific expertise in resource and cost specifications that is unmatched by any other educational finance agency. APA collected, analyzed and developed the data and assumptions which are the basis for the UPSFF recommended in the DC Education Adequacy Study. APA also developed the methodology which incorporated this data and developed the recommended UPSFF. As a result, APA is the only source that can develop the interactive electronic tool that can model the UPSFF recommended in the Study.
3. Awarding the contract to APA will make efficient use of funds leveraged by the DC Education Adequacy Study. APA has spent the past 15 months collecting and analyzing District-specific education finance data. This information collected for the Adequacy Study should be leveraged by having the same contractor build the proposed interactive UPSFF Tool. This would avoid the need to duplicate the time and cost required to complete the DC Education Adequacy Study in order to update the UPSFF in the test several years.
4. APA was the only available vendor who participated in the development of the DC Education Adequacy Study. Therefore, no market survey was required for this procurement.
5. I hereby certify that the above findings are true, correct and complete.

Date

Abigail Smith
Deputy Mayor for Education

6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that [no response was received] [the response received was rejected because _____]. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Contracting Officer
Deborah White

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

James D. Staton, Jr.
Chief Procurement Officer